

VENTURA COUNTY
LOCAL COASTAL PROGRAM WORK PROGRAM
FOR
PHASE II
COASTAL LAND USE PLAN

PREPARED BY
THE VENTURA COUNTY ENVIRONMENTAL RESOURCE AGENCY

JULY 1978

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WORK PROGRAM: DESCRIPTION OF MAJOR WORK TASKS

I. INTRODUCTION:

The Local Coastal Program (LCP) Work Program lists major work tasks necessary to address the Coastal Act issues identified in the Ventura County LCP Issue Identification section. The Work Program also includes a budget for completion of the work tasks. This budget also serves as the County's request for State reimbursement of coastal planning undertaken by County staff to implement the State Coastal Act of 1976.

II. METHODOLOGY

- A. Phase II Timeframe: Phase II of the LCP involves the preparation of a Local Coastal Land Use Plan for unincorporated areas within the Coastal Zone. Phase III of the LCP will involve the preparation of an Implementation Plan for the Coastal Land Use Plan. This work program is prepared for the Phase II (Coastal Land Use Plan) work tasks only. A separate work program for fiscal year 1979/80 (Phase III) will be prepared in early 1979.

The Phase II Work Program covers the 14 calendar month period. After 8 months, a draft land use plan will be completed.

- B. Assumptions of the Work Program: This Work Program assumes that only existing data will be utilized and that no original research will be generated unless additional funding and authorization is made available. In addition, the Work Program has attempted to anticipate all known direct and indirect costs so that the program may be 100 percent revenue offset of costs. Using these assumptions, the Work Program is designed to cover a relatively low-cost program which avoids duplication of planning efforts by combining and streamlining tasks and utilizing existing data resources.

- C. Organization of Work Tasks: The preceding issue identification section addresses Coastal Zone issues by the 14 policy groups of the Coastal Act. The work tasks, however, have combined several of the Policy Groups in order to provide a more integrated and effective planning approach. The following Program Categories for work tasks have been developed:

1. Resource Management: Sensitive, Scenic or Hazardous Areas.
2. Agriculture.
3. Shoreline Access and Recreation.
4. Commercial Fishing and Recreational Boating.
5. Public Works.
6. Energy and Industrial Facilities.
7. Locating and Planning New Development.
8. Housing.
9. Environmental Evaluation.
10. Citizen Participation.
11. Agency Coordination.
12. Management and Administration
13. Preparation of Land Use Plan
14. Mapping.
15. Preparation of Phase III Work Program.

The first six program categories will provide the technical data base and findings for locating and planning new development. Essentially, these first six program categories will identify environmental or resource constraints (sensitive habitats, scenic areas, unique recreation sites, prime agricultural soils, etc.) and service constraints (public works). Development suitability in accordance with the Coastal Act can be then determined.

A summary of each program category and a description of major work tasks is included.

PHASE II

LOCAL COASTAL PROGRAM SALARY BUDGET

The Work Program assumes that the greatest proportion of the work tasks will be performed at the Assistant Planner level. Two Assistant Planner positions will be required to cover staff requirements. In addition, the work program requires the involvement of management and support services personnel. Staff levels and monthly salary costs are listed below (salary figures do not include benefits). Based on the total staff time requirements for all work tasks, the following positions and respective salaries would be required:

<u>LEVEL</u>	<u>POSITION</u>	<u>MONTHLY SALARY</u>	<u>TOTAL MAN MONTHS</u>	<u>SUB- TOTAL</u>
1	Planning Director	2,781	.29	806.49
2	Principal Planner	2,223	.91	2,022.93
3	Senior Planner	1,914	1.17	2,239.39
4	Assistant Planner	1,657	21.76	36,056.32
5	Sr. Drafting Technician	1,268	2.24	2,840.32
6	Word Processing Operator	948	2.91	2,758.68
7	Administrative Assistant II	1,579	.48	757.92
8	Sr. Accountant Clerk	957	.19	176.13
				<u>\$47,658.17</u>

TOTAL SALARY COSTS:

BENEFITS (Computed at 26% of Salary Costs)

TOTAL

\$47,658.17

12,391.12

\$60,049.12

PHASE II

LOCAL COASTAL PROGRAM OPERATING BUDGET

<u>EXPENSE CATAGORY</u>	<u>FACTOR</u>	<u>TOTAL</u>																										
Overhead....	Computed at 21% of total salary costs	\$10,008.22																										
Mileage....	\$.15/mile @ 50 mile per average trip x 3 trips/month x 18 months	405.00																										
Travel....	Conferences, hearings etc.	500.00																										
Postage....	Mailing LCP Milestones, newsletter and correspondence	1,000.00																										
Consultant Services*....	Inter-agency technical consultation reimbursements	500.00																										
Legal Notices....	4 notices x 2 papers x \$18.00 per notice	144.00																										
Printing....	9 working papers (8 milestones and an EIR) x 10 pages per paper (average) x 50 copies per paper @ \$7.50 per every 500 pages	67.50																										
	Draft Land Use Plan Text (150 pages) 200 copies at \$4.50 per copy	900.00																										
	Final Land Use Plan Text (150 pages) 200 copies at \$4.50 per copy	900.00																										
	LCP Newsletters: 2 pages x 6 newsletters (every 3 months) x 300 copies (@ \$6.00 for every 300 copies)	72.00																										
Map Reproduction...	Reproduction of the following 1" = 4000' maps for publication in Land Use Plan:																											
	<table><tr><td><u>Map</u></td><td><u>No. of Prints</u></td></tr><tr><td>Base</td><td>20 (working)</td></tr><tr><td>Water and</td><td></td></tr><tr><td> Marine Resources</td><td>200 (for publication)</td></tr><tr><td>Sensitive Habitats</td><td>200 (for publication)</td></tr><tr><td>Hazards</td><td>200 (for publication)</td></tr><tr><td>Archaeology</td><td>200 (for publication)</td></tr><tr><td>Shoreline Access</td><td>200 (for publication)</td></tr><tr><td>Public Works</td><td>5 (working)</td></tr><tr><td>Agriculture</td><td>5 (working)</td></tr><tr><td>Draft Land Use</td><td>200 (for publication)</td></tr><tr><td>Final Land Use</td><td>200 (for publication)</td></tr><tr><td></td><td><u>1,430 prints</u></td></tr></table>	<u>Map</u>	<u>No. of Prints</u>	Base	20 (working)	Water and		Marine Resources	200 (for publication)	Sensitive Habitats	200 (for publication)	Hazards	200 (for publication)	Archaeology	200 (for publication)	Shoreline Access	200 (for publication)	Public Works	5 (working)	Agriculture	5 (working)	Draft Land Use	200 (for publication)	Final Land Use	200 (for publication)		<u>1,430 prints</u>	
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Shoreline Access	200 (for publication)																											
Public Works	5 (working)																											
Agriculture	5 (working)																											
Draft Land Use	200 (for publication)																											
Final Land Use	200 (for publication)																											
	<u>1,430 prints</u>																											
	1,430 copies x \$2.00 per print	\$2,860.00																										
	10 sepias x \$6.00 each	60.00																										
Office Supplies...	Computed at 1% of total salary costs	477.00																										
		<u>\$17,893.72</u>																										

PHASE II

LOCAL COASTAL PROGRAM BUDGET SUMMARY

TOTAL SALARY COSTS:	\$47,658.17
TOTAL BENEFIT COSTS:	12,391.12
TOTAL OPERATING COSTS:	<u>17,893.72</u>
GRAND TOTAL	<u>\$77,943.01</u>

* This expense category is included to cover any County agency reimbursement requests for technical assistance rendered.

PART II
MAJOR TASK DESCRIPTIONS

Program Category 100: Resource Management; Sensitive, Scenic or Hazardous Areas

Summary: This work category combines tasks for a number of policy groups which relate to resource management and which provide physical locational criteria for planning and locating new development in accordance with the Coastal Act. Specifically, this category will address work tasks required for:

Water and Marine Resources* (Policy Group D, Sections 30230 and 30231)

Sensitive Habitat Areas (Policy Group G, all Sections)

Hazards (Policy Group I, all Sections)

Archaeological/paleontological Resources (Policy Group K, Section 30244)

Coastal Visual Resources (Policy Group L, all Sections)

This work category will require inventory and compilation of existing resource data included in the Seismic Safety Element and the Open Space and Conservation Elements. Ideally, completion of an overlay mapping system of these resources will provide information for locating and planning new development policies, as well as for the preparation of the final Land Use Plan map and companion E.I.R.

The preceding issue identification section identified the following sensitive habitat areas which will need to be addressed by this program: the North Coast tidepools, the riparian habitats along major creek corridors, the Mugu Lagoon, the Santa Monica Mountains and the Channel Islands. Additionally, this program category will address water resource issues and coordinate 208 policies and plans with the Coastal Act.

Objective: Develop a comprehensive set of sensitive, scenic or hazardous resource area maps and appropriate policies and standards to manage such resources in accordance with the Coastal Act.

Description of Work Tasks:

- 100.1 Compilation of existing resource data for sensitive, scenic or hazardous areas. Coordinate with other responsible agencies to obtain additional existing information not currently incorporated in the County data system.
- 100.2 Develop mapping system.
- 100.3 Research specific resource management policies for:
 - (a) Water and marine resources (coordination with 208 planning process)
 - (b) Sensitive habitat areas (Department of Fish and Game and U.S. Department of Interior Fish and Wildlife Service)
 - (c) Hazards
 - (d) Archaeological sites (Staff Archaeologist)
 - (e) Visual Resources.

*Policy Group D, Section 30236, which concerns public works improvements affecting water and marine resources, is addressed in the Public Works program category.

100.4

Determine land use policies and designations that will achieve resource management techniques consistent with the Coastal Act.

End Product: A comprehensive mapping system based on existing information and associated set of recommendations and text for the design and implementation of resource management techniques which conform to and serve to implement the Coastal Act.

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
100.1	10	4
100.2	BUDGETED UNDER MAPPING	
100.3	15	4
100.4	8	4
	<u>33</u>	

PREPARATION OF AN END PRODUCT:

5.0	6
5.0	4
0.5	3
0.5	2
<u>11.0</u>	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	0.5	.02	44.46
3	0.5	.02	38.28
4	38.0	1.81	2999.17
6	5.0	.24	227.52
	<u>44.0</u>	<u>2.09</u>	<u>\$3,309.43</u>

Program Category 101: Agriculture

Summary: Within the County LCP Planning area, agriculture is a major land use. Because of the increasing development pressures within the Coastal Zone, the continued productivity of agriculture is threatened unless preservation controls are augmented. A major task of this work category is to review the necessary land use requirements which preserve long-term agricultural productivity, review existing and pending development pressures which impact long-term feasibility, and, make recommendations on revising existing land use policies and controls to preserve agricultural areas. Critical agricultural issue areas include the Oxnard Plain and North Coast terrace areas. In particular, the designation of urban boundaries in the Oxnard Plain will constitute a major work task and require City/County coordination.

Objective: To designate on the land use plan, community growth areas, agricultural land to remain in agricultural use, and areas adjacent to agricultural lands suitable for compatible uses.

Work Tasks:

- 101.1 Inventory and describe existing and potential agricultural lands within the Coastal Zone. This will include a description of soil productivity, lot size, and location of LCA's (Agricultural Preserves).
- 101.2 Determining existing, allowable and proposed land uses on or adjacent to existing or potential agricultural.
- 101.3 Transfer findings to working map.
- 101.4 Analyzing data from 101.1 and .2. Determine and establish criteria for delineating rural/urban boundaries and buffer areas around agricultural lands. Coordinate task with agricultural studies and data that will be conducted by the Cities of Oxnard and Ventura. Incorporate agricultural information from County RLUP study (Regional Land Use Plan), Oxnard Plains Agricultural Study and any other available sources.
- 101.5 Develop land use policies and designations to insure the maximum long-term preservation of agricultural lands.

End Product: Appropriate land use designations and zoning recommendations for the long-term protection of agricultural lands.

PROGRAM CATEGORY 101: AGRICULTURE

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
101.1	5	4
101.2	7	4
101.3	Budgeted under Mapping	
101.4	11	4
101.5	7	4
	<u>30</u>	

PREPARATION OF AN END PRODUCT

5	6
5	4
0.5	3
0.5	2
<u>11.0</u>	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	0.5	.02	44.46
3	0.5	.02	38.28
4	35.0	1.67	2,767.19
6	5.0	.24	227.52
	<u>41.0</u>	<u>1.95</u>	<u>\$3,077.45</u>

Program Category 102: Shoreline Access/Recreation

Summary: Current recreation demand figures are inadequate to make an assessment of the need for additional recreation, access and support facilities. The major emphasis of this work category then, will be to gather appropriate information on demand for public use of coastal areas, and to inventory existing and potential public use sites and access points. This will require significant coordination with State, County and city agencies.

Objective: To provide the data necessary to make recommendations regarding the provision and maintenance of public use and access facilities along the coast in conformance with the Coastal Act.

Work Tasks:

- 102.1 In coordination with the State Department of Parks and Recreation and responsible local agencies, compile coastal recreation demand figures.
- 102.2 Inventory existing and potential recreation, visitor serving and access sites; develop a locational map of findings.
- 102.3 Analyze recreation, visitor serving and access deficiencies (including legal access findings) which restrict public use.
- 102.4 Develop land use policies and designations (in cooperation with other responsible agencies) for the maintenance, enhancement and provision of access, visitor serving and recreational opportunities.

End Product: A working paper identifying land use designations and policies for public agency and private interest development and management of access points, recreation and visitor serving facilities. Completion of a public access component as required by the Coastal Act.

PROGRAM CATEGORY 102: Shoreline Access/Recreation

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
102.1	15	4
102.2	5	4
102.3	10	4
102.4	15	4
	<u>45</u>	

PREPARATION OF AN END PRODUCT

3	6
1	4
0.5	3
<u>0.5</u>	<u>2</u>
5.0	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	0.5	.02	44.46
3	0.5	.02	38.28
4	46.0	2.19	3,628.83
6	3.0	.14	132.72
	<u>50.0</u>	<u>2.37</u>	<u>3,844.28</u>

Program Category 102A: Commercial Fishing and Recreational Boating

Summary: This program category will primarily address the application of appropriate Coastal Act policies with regard to existing and proposed activities in the Channel Islands Harbor area. Review of the Channel Islands Harbor will require extensive coordination between the City of Oxnard and the County due to the jurisdictional complexity of the Harbor. Additionally, because of the relationship of the Edison Canal to Harbor Water quality, the canal and its uses will also be addressed in this section and coordinated with other appropriate Program Categories.

Objective: Review existing plans and studies (ex. the Harbor Master Plan and Edison Canal Study) for conformity with the Coastal Act. Make recommendations and changes as needed.

Work Tasks:

- 102A.1 In coordination with the Property Administration Agency (PAA) and the City of Oxnard, review the Harbor Master Plan and Edison Canal Study for conformity with Coastal Act policies.
- 102A.2 Prepare a working paper which summarizes the appropriateness of including existing Harbor Plans in the LCP and make recommendations, if needed, to bring these plans into conformance with the Coastal Act.
- 102A.3 Propose land use policies and designations which reflect a mix of commercial and recreational uses in conformity with the Coastal Act based on the findings of Tasks 1 and 2.

End Products: A working paper includes a review of and amendments to the Harbor Master Plan and policy guidelines for uses of the Edison Canal in conformity with the Coastal Act.

PROGRAM CATEGORY 102A: Commercial Fishing and Recreational Boating

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
102A.1	5	4
102A.2	5	4
102A.3	5	4
	<u>15</u>	

PREPARATION OF AN END PRODUCT

4.0	6
1.0	4
0.5	3
0.5	2
<u>6.0</u>	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	0.5	.02	44.46
3	0.5	.02	38.28
4	16.0	.76	1,259.32
6	4.0	.19	180.12
	<u>21.0</u>	<u>.99</u>	<u>\$1,522.18</u>

Program Category 103: Public Works

Summary: This work category combines work tasks required to address the Public Works Policy Group as well as the Diking, Dredging, Filling and Shoreline Structures Policy Group and Section 30236 of the Water and Marine Resources Policy Group. All of the above Coastal Act Policy Groups and/or sections relate to the review and proper planning of public works projects in accordance with the Coastal Act. Work tasks in this section are further broken down into three sections: (1) public service capacity (primarily water and sanitation), (2) public safety improvements and capital projects such as shoreline revetments, and flood control measures, and (3) transportation improvements.

The combination of these work tasks presents a more comprehensive picture of existing and projected infrastructure systems necessary for locating and planning new development in accordance with the Coastal Act.

Objective: To provide appropriate data and policies to designate and distribute land uses consistent with public works capacity and consistent with Coastal Act policies designed to manage unique or sensitive resources (Program Category 100).

Work Tasks

A. Service Capacity

103.1 In coordination with the Regional Land Use Program (RLUP), prepare an inventory and analysis of the demand of existing development on existing service capacity systems (water and sewer) and potential demands which might be generated under present land use designations.

103.2 Map service limitation area, e.g., water scarce areas, septic limitation areas.

103.3 Review and develop policies regarding provision of services, service district boundaries and allocation priorities consistent with the Coastal Act.

B. Public Safety Improvements/Proposed Capital Projects

103.4 In coordination with the Flood Control District, Public Works Agency and special districts identify projects and areas which require special consideration due to resource impacts, (e.g., Santa Clara River Levee proposals).

103.5 Develop local policies and procedures for reviewing capital projects for conformity with the Coastal Act.

C. Transportation

103.6 Review the Circulation Element, Sub-regional Transportation Plan and other transportation related proposals which affect the Coastal Zone.

103.7 Assess specific transportation proposals and policies for conformity with the Coastal Act; generate recommendations on existing and future proposals.

End Product: A working paper and program for reviewing and providing public works or capital projects in conformance with the Coastal Act.

PROGRAM CATEGORY 103: Public Works

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
103.1	5	4
103.2	Budgeted under mapping	5
103.3	10	4
103.4	10	4
103.5	10	4
103.6	5	4
103.7	5	4
	<u>45</u>	

PREPARATION OF AN END PRODUCT

5.0	6
2.0	4
0.5	3
<u>0.5</u>	2
8.0	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	0.5	.02	44.46
3	0.5	.02	38.28
4	47.0	2.24	3,711.68
6	5.0	.24	227.52
	<u>53.0</u>	<u>2.52</u>	<u>\$4,021.94</u>

Program Category 104: Energy and Industrial Facilities

Summary: The major issues concerning this work category are related to the existing and proposed development of coastal-dependent energy facilities. Significant energy related proposals which will affect land uses in the coastal zone include: onshore processing of Outer Continental Shelf (OCS) oil, associated pipeline transport proposals and expansion and siting of thermal power plants.

Due to the number and magnitude of coastal dependent energy issues, the County has received preliminary grant approval to undertake a Coastal Energy Impact Program (CEIP). The LCP will be closely coordinated with the CEIP effort because of the integral relationships between coastal land use planning and the more specific impacts of energy siting. Also, the CEIP program will provide the technical data base necessary to assess land use compatibility and appropriate energy facility policies.

Because of the comprehensiveness of the CEIP program, this program category will be funded under CEIP monies. This will avoid duplication of effort and funding.

Objectives: To integrate work in progress relevant to this policy group with the LCP, to develop appropriate and compatible configurations of land use in existing and proposed energy areas and to develop preliminary policy guides to be utilized in the Phase III (implementation) LCP effort.

Work Tasks

104.1 Coordinate and monitor CEIP fundings for inclusion in the final LCP and conformity with Coastal Act policies.

104.2 Coordinate appropriate CEIP findings with respective Central Coast Cities LCP processes.

104.3 Incorporation of CEIP findings in, and preparation of, a joint CEIP/LCP working paper on land use impacts of energy facilities.

End Product: In coordination with CEIP, the development of a working paper primarily concerned with land use impacts of energy facilities to be utilized in the development of a final LCP land use map. Development of preliminary recommendations for Phase III implementation.

Program Category 105. Locating and Planning New Development

Summary: This program category serves to identify development suitability in conformance with the Coastal Act. Identification of development suitability will also rely on the findings of Program Category 100 (Resources Management) and Program Category 103 (Public Works).

Objective: To designate areas on the land use plan for residential, recreational, visitor-serving, and coastal dependent land uses consistent with coastal policies.

To make recommendations regarding existing and proposed development areas in appropriate zoning districts consistent with the Land Use Plan.

Work Tasks

- 105.1 Review County General Plan and the Regional Land Use Program (RLUP) policies for Coastal Zone communities and compare with Coastal Act policies.
- 105.2 Review appropriate city policies for critical unincorporated areas and compare with existing County policies and Coastal Act policies.
- 105.3 Inventory and describe developable lands within the Coastal Zone, assessing the conformity of the existing development potential (general plan and zoning) with the Coastal Act.
- 105.4 Review work Program Categories 100 and 103 to determine environmental and service holding capacity in coastal sub-areas. Develop a preliminary analysis by sub-area of development suitability based on the findings and tasks of 100 to 106. Coordinate with and receive input from the affected cities. Major sub-areas to include: North, Central and South Coasts (study areas may be broken down as needed for level of analysis).
- 105.5 Determine Land Use Plan policies for locating and planning new development which provides for: (1) the protection of coastal resources, (2) adequate services and facilities, and (3) protection of archeological and paleontological resources.
- 105.6 Develop preliminary land use map.

End Product

Land use plan map and text including data and analysis documenting the adequacy of sewer, water and road systems to accommodate the proposed pattern and intensity of development as well as non-development or limited development areas. Recommended amendments to the General Plan, and Zoning Ordinance.

PROGRAM CATEGORY 105: Locating and Planning New Development

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
105.1	3	4
105.2	3	4
105.3	10	4
105.4	15	4
105.5	10	4
105.6	10	4
	<u>51</u>	

PREPARATION OF AN END PRODUCT

8	6
5	4
1	3
1	2
1	1
<u>16</u>	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
1	1	.05	139.05
2	1	.05	111.15
3	1	.05	95.70
4	56	2.67	4,424.19
6	8	.38	360.24
	<u>67</u>	<u>3.20</u>	<u>\$5,130.33</u>

Program Category 106: Housing

Summary: The purpose of this work category is primarily to gather data and to make general policy recommendations for the Phase III (Implementation) LCP planning effort. Major housing issues and conflicts primarily concern implementation methods, such as ordinance revisions. As a result, the major workload of the Housing Policy Group will be addressed in Phase III. Major issues which this work category will need to address include duplex and condominium conversions, and methods of preserving and providing low/moderate income housing in the Coastal Zone.

Objective: To provide an adequate data base from which an assessment of, and preliminary recommendations regarding housing issues can be generated.

Work Tasks

- 106.1 Identify and describe coastal residential areas in terms of type, vacancy rates, costs, trends, etc. Identify problem areas and areas where low and moderate housing could be preserved.
- 106.2 Review existing housing policies, growth and employment data (RLUP) and programs (HCDA) for application in the Coastal Zone and conformity with Coastal Act policies.
- 106.3 In coordination with other responsible agencies and coastal cities develop housing policies which provide a balance of housing opportunities (in terms of costs, renter, owner-occupied) in the Coastal Zone, in conformity with the Coastal Act.

End Product

A Coastal Housing Policy Statement which conforms to the Coastal Act.

PROGRAM CATEGORY 106: Housing

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
106.1	5	4
106.2	3	4
106.3	5	4
	<u>13</u>	

PREPARATION OF AN END PRODUCT

5.0	6
3.0	4
0.5	3
0.5	2
<u>9.0</u>	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	.5	.02	44.46
3	.5	.02	38.28
4	16.0	.76	1,259.32
6	5.0	.24	<u>227.52</u>
	<u>22.0</u>	<u>1.04</u>	\$1,569.58

Program Category 107: Environmental Evaluation

Objective: To comply with the requirements of the California Environmental Quality Act (CEQA).

Work Tasks

- 107.1 Prepare an analysis of the potential significant adverse cumulative impacts of existing and potentially allowable development being proposed in the LCP. Integrate this analysis with the LCP documents.
- 107.2 Prepare a separate cover memo to the LCP documents which references and describes briefly where the documents address the requirements of CEQA.
- 107.3 Submit the LCP documents to the State Clearinghouse for State review.
- 107.4 Comply with local administrative requirements for public notice and posting.
- 107.5 Prepare final E.I.R.; respond to comments received.

End Product

EIR integrated with LCP

PROGRAM CATEGORY 107: Environmental Evaluation

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
107.1	10	4
107.2	5	4
107.3	1	4
107.4	2	4
	<u>18</u>	

PREPARATION OF AN END PRODUCT

107.5	8	4
	5	6
	0.5	3
	<u>13.5</u>	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
3	.5	.02	\$ 38.28
4	26.0	1.24	2,054.68
6	5.0	.24	227.52
	<u>31.5</u>	<u>1.50</u>	<u>\$2,320.48</u>

Program Category 108: Citizen Participation

Objective: To provide opportunities for all residents of the coast and other interested citizens to actively participate in preparing the LCP.

Work Tasks

- 108.1 Establish and maintain a citizen mailing list, and an addressing and mailing system. Establish a list of places for posting public notices. Distribute drafts of on-going work for citizen review.
- 108.2 Establish an LCP Working Group (members from existing citizens committees, affected agencies, and other groups and individuals) responsible for review and input into LCP process and products.
- 108.3 Conduct informational presentations to service groups and other civic organizations as requested.
- 108.4 Establish and maintain formal liaison with the local press regarding meeting schedules, and keep press informed as to ongoing work on the LCP.
- 108.5 Prepare a brief summary report stating the subject matter, significant comments, and conclusions of each meeting for inclusion with LCP submittal to Coastal Commission.
- 108.6 Publish and distribute a newsletter to the mail list in coordination with the Central Coast Cities.

End Product

Summary report documenting the LCP citizen participation process. Maximum citizen access to planning of the coast.

PROGRAM CATEGORY 108: Citizen Participation

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
108.1	3	4
108.2	16	4
108.3	5	4
108.4	1	4
108.5	3	4
	2	6
108.6	6	4
	4	6
	<u>40</u>	

PREPARATION OF END PRODUCT

2	4
<u>1</u>	6
3	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
4	36	1.71	\$2,833.47
6	7	.33	312.84
	<u>43</u>	<u>2.04</u>	<u>\$3,146.31</u>

Program Category 109: Agency Coordination

Objective: To develop joint policies and implementation procedures among those public and private agencies with jurisdiction in the Coastal Zone.

Work Tasks

- 109.1- Establish and maintain a mailing list. Include each local government contiguous with the LCP area; the Ventura County Association of Governments, all local governments, special districts, military, port or harbor districts, that could be affected by the LCP; and all State and federal agencies listed in Appendix A of the LCP Manual. Establish a list of liaison persons in affected local, State and federal agencies including the Coastal Conservancy. Establish a working schedule with agencies who have significant interest in contributing to the LCP.
- 109.2- Carry out on-going city/county coordination pursuant to adopted Memorandum of Understanding.
- 109.3- Mail notices for all public review sessions and availability of review drafts or other documents relevant to the LCP. Distribute drafts of relevant work.
- 109.4- Meet with affected agencies to review programs, plans and policies relevant to the LCP.
- 109.5- Prepare a brief summary report stating the subject matter, significant comments, and conclusions of each agency meeting for inclusion with LCP submittal to Coastal Commission.
- 109.6- Periodically review ongoing work with Coastal Commission staff.

End Product

Summary report documenting the scope of agency participation in preparing the LCP.

Maximum agency participation in preparing the LCP.

PROGRAM CATEGORY 109: Agency Coordination

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
109.1	5	4
109.2	3	4
	2	3
109.3	2	2
	7	4
	2	6
109.4	10	4
109.5	5	4
109.6	5	4
	<u>41</u>	

PREPARATION OF END PRODUCT

2	4
<u>2</u>	6
4	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	2	.10	\$ 222.30
3	2	.10	191.40
4	37	1.76	2,916.32
6	4	.19	180.12
	<u>45</u>	<u>2.15</u>	<u>\$3,510.14</u>

Program Category 110: Project Management and Administration

Summary: This program category covers tasks necessary to ensure an orderly and timely use of staff and material resources in accordance with the provisions of the LCP manual.

Objective: To supervise staff, organize work tasks, maintain citizen and agency coordination, administer the LCP grant and associated progress reports, and oversee the preparation of the LCP.

Work Tasks

- 110.1 Periodically review the work program to ensure timely and adequate completion of tasks.
- 110.2 Hold project staff meetings to review and coordinate the work.
- 110.3 Prepare and present progress reports to the Planning Commission and Board of Supervisors.
- 110.4 Prepare and review correspondence.
- 110.5 Coordinate typing, filing, telephone, and general secretarial work.
- 110.6 Submit required progress reports and payment claims to OPR and administer grant reimbursements. Maintain internal LCP budget.

End Product

An orderly LCP planning process.

PROGRAM CATEGORY 110: Project Management and Administration

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
110.1	4	4
	4	3
	2	2
110.2	3	4
	3	3
	3	2
110.3	6	4
	3	3
	2	2
	1	1
110.4	5	4
	2	3
	1	2
110.5	3	4
	1	3
110.6	2	2
	3	4
	2	6
	10	7
	4	8
	64	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
1	1	.05	\$ 139.05
2	10	.48	1,067.04
3	13	.62	1,186.68
4	24	1.14	1,888.98
6	2	.10	94.80
7	10	.48	757.92
8	4	.19	176.13
	64	3.06	\$5,310.60

Program Category 111: Preparation and Adoption of Land Use Plan

Objective: Prepare a final document and set of maps; ensure adequate review and response process; prepare legal notices and transmittals, and coordinate public hearings.

Work Tasks

- 111.1 Compile working documents and maps. Outline draft of land use plan document.
- 111.2 Prepare draft Land Use Plan and map.
- 111.3 Final typing and graphics necessary to prepare draft Land Use Plan for distribution.
- 111.4 Circulate draft Land Use Plan, receive comments, prepare responses and revisions.
- 111.5 Prepare final Land Use Plan.
- 111.6 Circulate, set hearing dates, prepare legal notices and transmittals.
- 111.7 Coordinate public hearings.

End Product

An adopted LCP Land Use Plan of the General Plan

PROGRAM CATEGORY 111: Preparation and adoption of Land Use Plan

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
111.1	4	4
111.2	15	4
111.3	10	4
111.4	10	4
	5	6
111.5	10	4
111.6	2	4
	<u>56</u>	

PREPARATION OF AN END PRODUCT

111.7	4	1
	3	2
	5	3
	16	4
	<u>28</u>	

* Map Tasks budgeted under Mapping.

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
1	4	.19	\$ 528.39
2	3	.14	311.22
3	5	.24	459.36
4	67	3.19	5,285.83
6	5	.24	227.52
	<u>84</u>	<u>4.00</u>	<u>\$6,812.32</u>

Program Category 112: Preparation of Phase III Work Program

Objective: To delineate work tasks and budget requirements necessary to ensure the implementation of the Land Use Plan.

Work Tasks

- 112.1 Review policies and recommendations of the Land Use Element to determine scope of implementation work necessary.
- 112.2 Prepare a Phase III Work Program.
- 112.3 Circulate and submit to responsible agencies.

End Product

A work program for Phase III funding.

PROGRAM CATEGORY 112: Phase III Work Program

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
112.1	5	4
112.2	5	4
112.3	<u>2</u>	4

PREPARATION OF AN END PRODUCT

3.0	6
1.0	4
0.5	3
0.5	2
<u>5.0</u>	

STAFF TIME SUMMARY

<u>LEVEL</u>	<u>DAYS</u>	<u>EQUIVALENT IN MONTHS</u>	<u>SALARY COSTS</u>
2	.5	.02	\$ 44.46
3	.5	.02	38.28
4	13.0	.62	1,027.34
6	<u>3.0</u>	<u>.14</u>	<u>132.72</u>
	17.0	.80	\$1,242.80

Program Category 113: Mapping

Summary: This program category describes major work tasks necessary for the completion of a LCP Land Use Plan mapping system. Working maps should be prepared at a 1" = 1000' scale for mylar reduction to 1" = 4000' for consistency with existing base map systems. The following tasks are based on the mapping requirements for preceding Program Categories.

Objective: To provide, prepare and assemble necessary maps, charts, photographs and other graphic aids as required by the LCP work program.

Work Tasks

- 113.1 Compile and develop resource management (Program Category 100) overlay mapping system including:
- Water and marine resources.
 - Environmentally sensitive habitats
 - Hazard areas
 - Archaeological sites.
- 113.2 Develop agriculture working map (prime soils, location of LCA's, and agricultural land uses) for Program Category 101.
- 113.3 Develop shoreline access map (Program Category 102).
- 113.4 Develop recreation and visitor serving map (existing and potential sites) for Program Category 102.
- 113.5 Develop Public Works working maps indicating sewer and water districts, systems and capacities for Program Category 103.
- 113.6 Develop Land Use Plan development potential analysis maps:
- 113.6A Parcel base maps
- 113.6B Existing zoning
- 113.6C Existing land use
- 113.7 Develop draft LCP land use plan map.
- 113.8 Revisions and finalization of LCP Land Use map and associated maps for inclusion in text.

End Products

Land use and other maps to be included in final LCP report. Data file documenting and supporting LCP findings and recommendations.

PROGRAM CATEGORY 113: Mapping

<u>TASK</u>	<u>DAYS</u>	<u>LEVEL</u>
113.1	5	5
113.2	5	5
113.3	2	5
113.4	2	5
113.5	3	5
113.6	10	5
113.7	10	5
113.8	10	5
	<u>47</u>	

TOTAL: 47 days or 2.24 man months
SALARY COSTS: \$2,840.32

WORK PROGRAM SCHEDULE

NAME OF APPLICANT: VENTURA COUNTY ENVIRONMENTAL RESOURCE AGENCY

PROGRAM SUBCATEGORY (REFERENCE No. & TITLE)	LOCAL COASTAL PROGRAM • PHASE II																	
	MONTH																	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
100. RESOURCE MANAGEMENT	—————		Δ															
101. AGRICULTURE		—————		Δ														
102. RECREATION ACCESS	—————				Δ													
102B. COMMERCIAL FISHING/ RECREATION BOAT				Δ														
103. PUBLIC WORKS			—————			Δ												
104. ENERGY AND INDUSTRIAL	-----							Δ										
105. LOCATING AND PLANNING DEVELOPMENT		—————						Δ										
106. HOUSING							Δ											
107. EIR	-----							Δ										
108. CITIZEN PARTICIPATION	-----																	
109. AGENCY COORDINATION	-----																	
110. ADMINISTRATION	-----																	
111. FINAL LAND USE PLAN	-----							Δ										
112. PHASE III WORK PROGRAM													Δ					
113. MAPPING	-----																	

LCP WORK PROGRAM
MILESTONE PRODUCT CHART

PROGRAM CATEGORY
MILESTONE

DESCRIPTION

ASSESSMENT OF ACHIEVEMENT

100:Resource
Management

Cover memo summarizing resource management policies. Local Coastal resource management working paper.

Completion of overlay mapping system of sensitive, scenic or hazardous resource areas. Working paper on policies and recommendations regarding specific resource management techniques which conform to the Coastal Act.

101:Agriculture

Cover memo summarizing agricultural preservation policies and implementation recommendations regarding land use, zoning and urban boundaries.

Completion of agricultural policies which conform to the Coastal Act.

102:Access/Recreation

Public Access Component. Cover memo summarizing recreation and visitor serving policies.

Completion of public shoreline use recommendations designed to ensure the provision of public access, recreation and visitor serving facilities in accordance with the Coastal Act.

102A:Commercial
Fishing/Recreational
Boating

Cover memo summarizing findings and recommendations regarding the Channel Islands Harbor, Edison Canal and potential new facilities and associated policies.

Completion of Commercial Fishing and Recreational Boating policies which conform to the Coastal Act.

103:Public Works

Cover memo summarizing public works working paper and policies for reviewing and providing public or capital projects which conform to the Coastal Act.

Completion of policies regarding public works projects which conform to the Coastal Act. Provision of guidelines for locating and planning new development consistent with public works capacity.

104:Energy/Industrial

Regular memos summarizing work in progress: coordination with CEIP. Final working paper regarding land use recommendations in energy areas for incorporation into final land use map.

Completion of energy/industrial policies which conform to the Coastal Act. Coordination with first year CEIP Program.

LCP WORK PROGRAM
MILESTONE PRODUCT CHART

PROGRAM CATEGORY
MILESTONE

DESCRIPTION

ASSESSMENT OF ACHIEVEMENT

105: Locating and
Planning New
Development

Draft land use map and text indicating development areas and policies for intensity and use.

Completion of map and policies for locating and planning new development in accordance with the Coastal Act.

106: Housing

Cover memo summarizing policies and implementation recommendations on coastal housing.

Completion of policies for providing and maintaining housing balance in accordance with the Coastal Act.

107: EIR

Regular assessments (CEQA) of each milestone as completed. Cover memo summarizing individual milestone assessments and cumulative LCP impacts.

Final EIR adequate under CEQA.

108: Citizen
Participation

Brief summary of significant activities as needed. Summary report at conclusion of LCP process.

Completion of newsletters, road show meetings and public hearings.

109: Agency
Coordination

Brief summary of significant activities as needed. Summary report at conclusion of LCP process.

Adequate agency coordination and support to complete the LCP.

110: Management/
Administration

Progress reports submitted.

111: Preparation and
Adoption of Land
Use Plan

Land use map and text, which conforms to, and implements the Coastal Act.

Completion of Phase II Work.

112: Preparation of
Phase III Work
Program

A work program and budget for implementation of the Land Use Plan.

Submittal and approval of Phase III Work Program;